

## SOUTHWOLD TOWN COUNCIL

### **Minutes of the Meeting of the Planning and Development Committee held in the Committee Room at the Town Hall, Southwold, at 7.00pm on Tuesday 4<sup>th</sup> September 2018**

PRESENT:                   Councillor     W Windell (Chairman)  
                                  “                 S Flunder  
                                  “                 J Jeans  
                                  “                 D Palmer  
                                  “                 M Tucker

Also present: The High Steward, 1 member of the public and the Town Clerk.

### BUSINESS

1. **Apologies:** Apologies were received from Cllr Bradbury.
2. **Declarations of interest:**
  - a) *To receive any declarations of Personal Interest regarding the agenda.*  
There were no Declarations of Personal Interest.
  - b) *To receive any declarations of Pecuniary Interest regarding the agenda.*  
There were no Declarations of Pecuniary Interest.
  - c) *To receive any request for dispensations regarding the agenda.*  
There were no requests for dispensation.
  - d) *To receive details of any lobbying to members.*  
Nil.
3. **To receive comments from Southwold electors on matters on the agenda (each elector will be allowed a maximum of 3 minutes).**  
There were no comments from electors.
4. **Minutes-** *To confirm the minutes of the meeting held on 7<sup>th</sup> August 2018. It was RESOLVED by all to approve the Minutes of 21<sup>st</sup> August 2018.*
5. **Planning Matters:**
  - (a) **To determine the Town Council response to the following applications:**
    - (i) *DC/18/3352/FUL – Construction of a single storey rear extension (Flat roof with skylights), 6 Pier Avenue, for Mrs J Morgan.*  
The Planning Committee considered that the present application is not sympathetic to the character of the house and although functional, there are no design merits. The Planning Committee would suggest that WDC ask the architect to amend the application in view of the comments above.
    - (ii) *DC/18/3398/FUL – Insertion of new window on front elevation, 18 Field Stile Road, for Mr & Mrs Seery.*  
The Planning Committee had no adverse comments regarding this application.
    - (iii) *DC/18/3460/FUL – Demolition of rear conservatory and WC/cloakroom and replacing with new extension, Mariners Cottage, 2B Trinity Street, for Mr & Mrs D May.*

This property is locally listed and in a Conservation Area and the side elevation is completely visible. The Planning Committee considered that the effect of the proposals on the upper windows would be detrimental to the character of the property and therefore the size of the proposed extension should be reduced. The proposed rear doors are not in character with the property and should be amended. Rendering/painting should conform with the existing. WDC to be asked to request the architect to amend the plans accordingly.

- (iv) *DC/18/3426/FUL – Ground floor retail/restaurant extension to rear replacing existing flat roofed extensions, creation of two bedroom flat to first floor and roof, 73 High Street, for Mr D Gaffney.*

Although the application suggests that the use may be for restaurant purposes the Planning Committee note that this is presently being used as a retail premises and that there is no present permitted planning or ‘prior approval’ for use as a restaurant.

With regards to the suggested potential use as a restaurant - the Planning Committee were concerned that there was no mention within the application about; appropriate kitchen facilities, noise levels from a restaurant including those from extraction units, provision for disposal of waste, hours of opening, location of fire escapes and fire exits, and overall health and safety concerns of a potential restaurant operating from this building.

With regards to parking and access – to access the 2 parking spaces to the rear, as mentioned within the application, access over third party land is granted. The owner of this land has confirmed that there is no public pedestrian access to the rear of the property.

With regards to design, it was considered that the proposed dormers at the back would create a significant change to the character of this locally listed property. The adjoining property, number 75, is a listed property and any change at 73 would therefore need be in character with both the listed neighbouring property and provide merit for itself as a locally listed property.

In view of the concerns in relation to potential use as a restaurant, and the access restrictions to the rear of the property, the Planning Committee would recommend that WDC seek to REFUSE any part of the application relevant to potential use as a restaurant.

With regards to the application for the dormer windows, the Planning Committee would also recommend that WDC seek to REFUSE this part of the application in view of the design concerns for a locally listed property as detailed above.

- (v) *DC/18/3354/TCA – Cut back branches/vegetation that is growing over the boundary wall & out of a small blocked off area in the car park to the rear of the store. Due to difficult access a MEWP will be required, Coop Food, Market Place, for Coop Food.*

The Town Hall neighbours the applicant’s property and the Town Council property would therefore benefit from the proposed cutting back of branches or vegetation growing over the boundary wall. Application noted.

(vi) *DC/18/3505/TCA – Rear garden 1 x Leylandii – crown reduce 35-40%. Reason –tree getting too large for garden and overhands neighbouring gardens either side of property, Fishermans Cottage, High Street, for Mrs Mairead Deshpande.*  
Application Noted.

(b) To receive decisions from WDC on previous planning applications:

*DC/18/2873/LBC – Listed Building Consent – Southwold Lighthouse, Stradbroke Road. WDC Decision: Permitted. Noted.*

(c) Any other planning matters

- *To consider WDC Planning Cttee agenda items of relevance to Southwold – the Town Clerk advised that in view of resident’s comments on planning application DC/18/2783/FUL - Burchley, North Green, and the comments of the Town Council planning cttee, WDC Cllr Ladd has taken a request from residents to the WDC Head of Planning to request whether this application could be “called in”. WDC Head of Planning has accepted the request. The date of the WDC Planning Committee at which the application will be considered is yet to be decided. (Subsequent to meeting the planning cttee were advised that the application was too late for call in and the application had been granted by officer approval).*
- *Any other Planning matters/Enforcement matters raised since last meeting including outstanding change of use applications – signage/tables and chairs on pavements. The meeting was advised that the chairs verging the highway outside Harris & James are still present. The tables and chairs at Coasters are also still in situ.*
- *Future meeting with enforcement officer – date to be arranged.*
- *WDC Local Plan – examination – the Planning Committee had originally submitted a request to speak at the public examination (on either 17<sup>th</sup> or 19<sup>th</sup> October). Having reviewed the process and guidelines for the public hearing the Planning Committee confirm that they will no longer need to take up this invitation.*
- *Suffolk Preservation Society Training – 16<sup>th</sup> October 2018 10am – 1pm – noted.*
- *Landscaping Scheme for corner Mights Road/Pier Avenue – with a lack of evidence as to whether the bus stop is still used, it was agreed that the bus stop will remain in situ for the present time. The Anglian Water pump brickwork is deteriorating and is considered a hazard - AW response awaited as to their intentions for this pump. Robert Beevor from Hillfield Nurseries has visited the site to provide guidance about low maintenance plants that would survive in this location, and a local landscaper will also be viewing the site this week to provide suggestions. The Planning Committee suggested that it would be helpful for the community to be involved in the project ie the community could be asked to provide some plants and to assist with the planting and to give their views on a potential planting scheme. To ensure continual maintenance of the area could be carried out, it was noted that a water pipe should be considered within the planting location.  
WDC Planning to be asked to advise whether planning permission is required for any part of the scheme.*

7. **Urgent Business:** *to act upon any matter of a planning urgency, within the meaning of the Standing Orders, which may be brought to the attention of the Committee with the consent of the Chairman previously obtained.*

LCPAS are providing a “Writing Effective Responses to Planning Consultation Course” on 24<sup>th</sup> September. It was suggested that the Chair of Planning and the Town Clerk attend the course.

- 8. **Date of next Planning and Development Committee Meeting:**  
Tuesday 18<sup>th</sup> September 2018 at 7pm at the Town Hall. Date to be confirmed.

There being no further business the meeting closed at 8.15pm.

Chair .....

Date .....

DRAFT